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OFFICE OF SECURITY

MONTHLY STATISTICAL REPORT

MARCH 1957

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11 APR 1957

MEMORANDUM FOR: Deputy Director (Support)

**SUBJECT: Office of Security Statistical Report
for March 1957**

1. The Office of Security report for the month of March 1957 is submitted in the form of statistics and graphs to show some of the activities and work loads of this office. Only those significant activities which lend themselves readily to statistical presentation are included herein.

2. Descriptions of the appended tables and charts follow:

Chart #1
and
Table A

OVERT AND SEMI COVERT CASES

Total receipts of overt and semi covert cases increased sharply from 1170 in February to 2278 in March. This is a high point for the years 1956-1957. The increase was felt in all types of cases, T/O Staff Applicant cases rising from 368 to 588, this also being a new high for 1956-1957. The higher trend in receipts of other types of overt and semi covert cases was reflected in big increases from [REDACTED] for FBI checks on [REDACTED] aliens and an increased number of requests for clearances from the Office of Logistics for classified procurement. A total of 261 T/O Staff Applicant cases were approved during the month.

25X1A8b

25X9A2

Table B

FIELD ACTIONS ON OVERT AND SEMI COVERT CASES

The field work imposed by overt and semi covert cases shown in Table "A" is reflected in this table in two principal categories, namely, those assigned

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for full field investigation and those assigned for name checks only. The field assignments plus those shown in Table "D" following, reflect statistically the work load on our field offices.

Chart #2
Table C
and
Chart #3

TIME FACTORS IN PROCESSING OVERT AND SEMI COVERT CASES

These statistics are confined to regular Applicants, Consultants and Military Assignee cases received from the Office of Personnel. Cases of a secondary priority type and those which would distort the averages by short processing time are not included.

It is desired to correct an error in Processing Time reported for January caused by a mistake in calculation of the number of days spent in investigation. The figure of 59 days in investigation previously calculated and reported for January should have been 77 days, bringing the total processing time up to 103 days for that month instead of 77 days as reported. Chart #2 has been revised to show the proper figures for January.

For the current month, the processing time has been reduced to 86 days from the previous highs of 103 and 100 for January and February respectively. This was effected by a reduction in investigations to 71 days. Appraisal time remained at a low of 15 days.

An analysis of the processing time shown in Table "C" discloses that 40% of the 298 cases considered were processed within 90 days and 60% required over 90 days to complete.

Chart #3 shows very little change in the number of cases pending over 90 days, increasing from 109 in February to 111 during March.

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**Chart #4
and
Table D**

**COVERT CASES AND COVERT OPERATIONAL
SUPPORT ACTIVITIES**

The "saw tooth" pattern of covert cases continues with a rise this month to 1199 receipts. Covert operational support requests have continued to remain constant for three months with the current figure of 685. Man hours expended on covert operational support cases increased from 4226 to 4762.

**Table E
and
Chart #5**

**CONTROL, SUPPORT AND SERVICE OF OVERT
ACTIVITIES -- TRAINING ACTIVITIES**

Various activities are reflected ranging from servicing other agency requests, control of employees' outside activities, and control of administrative and personnel actions, to participation of the Office of Security in training activities.

With respect to training, Chart #5 shows 76 Security personnel received training during the month and devoted thereto 6.2% of the maximum possible man hours worked in the Office of Security during March.

**Table F
and
Chart #6**

PHYSICAL SECURITY ACTIVITIES

The statistics in Table F are self explanatory. For the purpose of comparing the effectiveness of Security housekeeping in Headquarters from month to month there has been added Chart #6 which shows the total number of security violations investigated each month. These are divided into two categories, namely, open safe violations and other violations such as lost documents, etc. The latter category has maintained a

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constant average of 10 per month during the three months of this year, while the open safe violations have varied for the three months past from 45 to 25 to 38 respectively.

3. The report on Executive Order 10450 cases for March 1957 was forwarded to you on an "Eyes Only" basis under date of 8 April 1957. An extra copy was furnished the Assistant to the Deputy Director (Support) and he will henceforth be supplied with a copy each month.

SIGNED

Sheffield Edwards
Director of Security

Attachments

Distribution

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OS/CFH:fmc (11 Apr 57)

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